

# Town Board Meeting

March 14, 2024

Those in attendance tonight are Mike Geels, Josh Geerken, David Bard, Justin Shaffer, Clayton Lengerich, Rachel Tague, Kris Burkhart, Steve Bailey and both newspaper journalists.

February expenses were approved.

February minutes were approved.

## **New Business:**

Justin started the meeting off with going over some documents that Clayton had drawn up.

The first document was regarding the Monroe Feed & Grain owned by Josh Fiechter. This document explains the need for some water line access to be added to the premises. These will be on the east side of the property up to the highway. Josh made a motion to accept. David seconded. Motion passed 3-0. Justin then asked council if it would be ok for Justin to go ahead and put the water lines in. David made a motion to go ahead and move forward with the installation. Josh seconded. Motion passed 3-0.

The next item on the list is the agreement regarding the school rerouting their water main as part of an update to their building. Justin needs to replace some water lines while the school is already demolishing some of this area, it seems to be the right time. The plan is for the school to do the labor and the town will provide the needed supplies. David made a motion to accept this agreement. Josh seconded. Motion passed 3-0.

Following the school agreement is one for the 4-H grounds. Since the town needs access to the water lines it will need to access some of those on 4-H property. An agreement has been drawn up involving the 4-H council members on the plan to replace the water lines. Josh made a motion to accept this agreement. David seconded. Motion passed 3-0.

The next agreement is the paving contract with Best One. This contract involves paving Polk and Andrews Streets in front of the warehouse and Best One buildings. Best One has agreed to pay \$25,000 towards this project. This agreement was provided to them previously and has already been signed. Josh made a motion to accept the contract. David seconded. Motion passed 3-0.

Following up on the paving project is water main replacement that needs done on Andrews and Polk. There's a water main under Polk that has no ties in it, those are needed. Justin sent out three quotes but only one response. Flemings came in at \$76,610.00 for labor on water main. Josh made a motion to accept the quote from Flemings. David seconded. Motion passed 3-0.

EJP came in at \$27,150.09 for parts for this project and saved the town 10-20%. Justin is asking council for approval to purchase so that the project can continue. David made a motion to accept. Josh seconded. Motion passed 3-0.

There is a need for valve insertion on this same project. The labor came in at \$72,500.00 for work at the intersection of Jackson and Polk. The plan is to replace or bore in. Josh made a motion to accept. David seconded. Motion passed 3-0.

There is more water main work that needs done using money from the remaining SRF funds. The town needs to replace water main valves. Wessler put together a plan and their work came in at \$23,000, also construction admin came in at \$31,000 but if we don't use it we won't spend it. It will need bid out. Clayton would like to ensure in the future that we to sit down with Wessler to discuss their fees and nail

down what exactly is what. David made a motion to accept Wessler's agreement. Josh seconded. Motion passed 3-0.

**Town Superintendent:**

Justin wants to thank everyone for sending pictures of their lead pipes for the IDEM concerns.

**Fire Department:**

Kris was present at tonight's meeting. Kris brought up a construction project for the town hall building. Particularly, for the clerk's office. Kris and Justin have discussed a window for residents to access the clerk and deputy clerk during business hours. A camera will be added inside the vestibule for safety. A dead bolt lock will be added to the wood door. Kris believes this will keep the building secure. Justin is in the process of receiving some quotes for this project.

Kris is asking for an amendment to the Knox Box ordinance. He thinks some wording needs to be changed. Knox Box is a company and is in charge of getting people

Kris mentioned the solar eclipse coming up on April 8, 2024. Kris would like to make sure the town is prepared. There is supposed to be an influx of up to 40,000 people in addition to what the county already holds. Council would like to hear from the police department to see what they have planned. There is the potential of having squatters in the area. Area schools have canceled school for the day. David has asked if anything has been planned. Kris said they will conduct business as usual but have some emergency vehicles available. David asked what Rachel's hours will be on Monday the 8th. She stated she will be at the office until about noon or so. Justin plans to block off the compost site and place some barricades near the water tower. Mike said he'd like to have AJ work all day on Monday and Kris suggested having the police department available all weekend.

Easter Breakfast on Saturday March 16, 2024 from 6am to 10am. The Easter egg hunt will take place at 10am.

**Police Department:**

No one present at tonight's meeting.

**Clerk-Treasurer:**

Rachel was present at tonight's meeting. She has asked council if they would agree to doing a back to back rate study for water and sewage at the same time but stagger the rate increases with one this year and the other next year. Council agreed.

Rachel asked council about town wide garage sale dates. It was decided that those dates would be June 13, 14 & 15, 2024.

Rachel is asking council for approval to hire Madison Bailey as the new crossing guard. She will take over Harold Ballard's position. Rachel is asking council to increase the hourly rate from \$15.00 to \$20.00 per morning. David made a motion to accept this change in hourly wage. Josh seconded. Motion passed 3-0.

Baker Tilly is asking if the town would be interested in increasing the CCD from .04 to .05. Mike would like Baker Tilly to come and discuss the particulars on this and explain how it would work. Rachel will get in contact with Baker Tilly and schedule something at the next meeting.

**Town Attorney:**

Clayton was at tonight's meeting. He handed out resolution 2024-1 for the Clerk-Treasurer to pay invoices through ACH/EFT (automatic payments). David made a motion to accept. Josh seconded. Motion passed 3-0.

Clayton then handed out an amended ordinance for 2019-6. Ordinance 2024-2 will give Justin limited purchasing agent capabilities along with Rachel. David made a motion to accept. Josh seconded. Motion passed 3-0.

The next item 2024-3 ordinance allows money to be disbursed by pre-approval or prepayments. This ordinance will allow Justin or Rachel to pay something without council approval as long as it falls within the guidelines of the ordinance. Josh made a motion to accept. David seconded. Motion passed 3-0.

Next is a Capital Assets ordinance 2024-4 for the town. This will help to create guidelines for the clerk-treasurer to create and actively maintain this record of assets for the town. This is mandated by the SBOA. Josh made a motion to accept this ordinance. David seconded. Motion passed 3-0.

Next is Ordinance 2024-5 is amending 2021-4 to enact standards and impose penalties for any nuisance violation. This ordinance will not be active until it has run in the paper twice. Clayton will let council know when it's effective and enforceable. Josh made a motion to accept. David seconded. Motion passed 3-0.

Clayton then brought up the 2011-12 ordinance which is an ordinance for town candidates to run in the primary elections. This ordinance needs updated every 12 years. Clayton is asking council to give him the go ahead to prepare this new ordinance.

Clayton has brought up the possibility of a town business giving the town a parking lot within the town limits. Justin has reached out to council and discussed what may come of this. There will be costs associated with this such as striping the parking lot, salting & sanding, surveying the lot along with ADA and Title IV concerns. Mike has asked Justin to get some more details and some figures and it will be discussed at the next board meeting. Clayton was in agreement.

With nothing further to discuss, this meeting was adjourned.

---

Town Board President

---

Clerk-Treasurer